



# National Boating Infrastructure Grant Program

*State of New Jersey  
Department of Transportation/  
Office of Maritime Resources  
Grant Application Package  
“What you need to know to apply  
for NBIG funding.”*



Sponsored by the US Department of the Interior  
Fish and Wildlife Service

Administered by the New Jersey Department of Transportation  
Office of Maritime Resources



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# Letter of Interest

*NJ DOT/OMR is currently accepting letters or e-mails of interest for the NBIG program. All interested parties must first read the NBIG regulations @ <http://federalaid.fws.gov/BIG/bigfinalrule.pdf> .*

The following information is mandatory and must be included in the letter or e-mail of interest:

1. Contact information, project location, and other pertinent details.
2. A brief project description, including scope of the project with specific concern toward the needs of recreational boats 26 feet or more in length, and the transient nature of the project.
3. A realistic approximate cost estimate associated with the concept.
4. A list of potential sponsor(s) for the local match, 25% cost of the Federal funds received.
5. Whether the applicant plans to apply for Tier 1 or Tier 2 funding.
6. Letters of intent should be in Microsoft Word format; no more than 2 pages in length. Letters can be e-mailed as an attachment.

Letters or e-mails of interest should be sent to:

**NJDOT/Office of Maritime Resources  
1035 Parkway Avenue  
Main Office Building, 3rd Floor  
PO Box 837  
Trenton, New Jersey 08625 — 0837  
Attn: Linda Forrester, NBIG Program Administrator  
Tel: (609) 530-5590  
Fax: (609) 530-4860  
E-mail: [Linda.Forrester@dot.state.nj.us](mailto:Linda.Forrester@dot.state.nj.us)**

*Additional application information can be found at:*  
[http://www.state.nj.us/transportation/works/maritime/marine\\_trades.shtm](http://www.state.nj.us/transportation/works/maritime/marine_trades.shtm)

# Definitions

The following list outlines the definitions used in Part 86 of the Federal Register. Some of these definitions will be important while looking through the Grant Agreement Package.

For the purposes of this part, the following terms are defined:

*Construct* means engaging in activities that produce new capital improvements and increase the value or usefulness of existing property. These activities include building new tie-up facilities or replacing or expanding existing tie-up facilities.

*Grant* means financial assistance the Federal Government awards to an eligible applicant.

*Grant agreement* means a contractual agreement used to obligate Federal Aid funds for carrying out work covered by an approved grant proposal.

*Maintain* means engaging in activities that allow the facility to continue to function, such as repairing docks. These activities exclude janitorial activities.

*Navigable waters* means waters connected to or part of the jurisdictional waters of the United States that transient nontrailerable recreational vessels currently use or can use.

*Nontrailerable recreational vessels* mean motorized boats 26 feet or more in length manufactured for and operated primarily for pleasure, including vessels leased, rented, or chartered to another person for his or her pleasure.

*Project* means a specific plan or design.

*Proposal* means a description of one or more projects for which a State requests grant funds.

*Recreational waters* means navigable waters that vessels use for recreational purposes.

*Renovate* means to rehabilitate or repair a tie-up facility to restore it to its original intended purpose, or to expand its purpose to allow transient nontrailerable recreational vessels.

*Tie-up facilities* mean facilities that transient nontrailerable recreational vessels occupy temporarily, not to exceed 10 consecutive days; for example, temporary shelter from a storm; a way station en route to a destination; a mooring feature for fishing; or a dock to visit a recreational, historic, cultural, natural, or scenic site.

*Transient* means passing through or by a place, staying 10 days or less.

*Waterbody* means the lake, section of river, or specific area of the coast, such as a harbor or cove, where tie-up facilities or boat access sites are located.

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# Boating Infrastructure

The following list outlines the term “Boating Infrastructure”. It is important to remember, the NBIG program only funds projects for nontrailerable recreational vessels. If infrastructure needs will be used by other boaters as well, **funding will be prorated to match only use by transient boaters.**

Boating Infrastructure refers to features that provide stopover places for transient nontrailerable recreational vessels to tie up. These features include, but are not limited to:

- (a) Mooring buoys (permanently anchored floats designed to tie up nontrailerable recreational vessels);
- (b) Day-docks (tie-up facilities that do not allow overnight use);
- (c) Navigational aids (e.g., channel markers, buoys, and directional information);
- (d) Transient slips (slips that boaters with nontrailerable recreational vessels occupy for no more than 10 consecutive days);
- (e) Safe harbors (facilities protected from waves, wind, tides, ice, currents, etc., that provide a temporary safe anchorage point or harbor of refuge during storms);
- (f) Floating docks and fixed piers;
- (g) Floating and fixed breakwaters;
- (h) Dinghy docks (floating or fixed platforms that boaters with nontrailerable recreational vessels use for a temporary tie-up of their small boats to reach the shore);
- (i) Restrooms;
- (j) Retaining walls;
- (k) Bulkheads;
- (l) Dockside utilities;
- (m) Pumpout stations;
- (n) Recycling and trash receptacles;
- (o) Dockside electric service;
- (p) Dockside water supplies;
- (q) Dockside pay telephones;
- (r) Debris deflection booms; and
- (s) Marine fueling stations.

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*§86.13*

# Eligible/Ineligible Project Listing

The following list outlines eligible and ineligible projects, which can be found in the *Federal Register* §86.20 and §86.21. It is important to review this listing to determine whether your project fits the program guidelines.

## Eligible Projects

Your project is eligible for funding if you propose to:

- (a) Construct, renovate, and maintain either publicly or privately owned boating infrastructure tie-up facilities. To be eligible, you must:
  - (1) Build these tie-up facilities on navigable waters, available to the public. You must design new construction and renovations to last at least 20 years;
  - (2) Design these tie-up facilities for temporary use for transient non-trailerable recreational vessels;
  - (3) Build these tie-up facilities in water deep enough for nontrailerable recreational vessels to navigate (a minimum of 6 feet or depth at the lowest tide or other measure of lowest fluctuation);
  - (4) Provide security, safety, and service for these boats; and
  - (5) Install a pumpout station, if you construct a facility for overnight stays;
    - (i) If there is already a pumpout within a reasonable distance (generally within 2 miles) of the facility, you may not need one;
    - (ii) For facilities intended as day stops, we encourage you to install a pumpout; and,
    - (iii) You may use funds from the Clean Vessel Act pumpout grant program to pay for a pumpout station.
- (b) Do one-time dredging only, to give transient vessels safe channel depths between the tie-up facility and maintained channels or open water.
- (c) Install navigational aids, limited to giving transient vessels safe passage between the tie-up facility and maintained channels or open water.
- (d) Apply funds to grant administration.
- (e) Fund preliminary costs:
  - (1) Preliminary costs may include any of the following activities completed before signing a grant agreement:
    - (i) Conducting appraisals
    - (ii) Administering environmental reviews and permitting;
    - (iii) Conducting technical feasibility studies, for example, studies about environmental, economic, and construction engineering concerns;
    - (iv) Carrying out site surveys and engaging in site planning;
    - (v) Preparing cost estimates; and
    - (vi) Preparing working drawings, construction plans, and specifications.
  - (2) We will fund preliminary costs only if we approve the project;
  - (3) If the project is approved, the appropriate Service Regional Director must still approve the preliminary costs.
- (f) Produce information and education materials such as charts, cruising guides, and brochures.

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§86.20

## **Ineligible Projects**

Reminder: The focus of the NBIG program is on transient recreational vessels. The USFWS does not consider educational or research vessels to be applicable to the NBIG program. Additionally, your project is ineligible for funding if you propose to:

- (a) Complete a project that does not provide public benefits, for instance, a project that is not open to the public for use;
- (b) Involve law enforcement activities;
- (c) Significantly degrade or destroy valuable natural resources or alter the cultural or historic nature of the area;
- (d) Construct or renovate principal structures not expected to last at least 20 years;
- (e) Do maintenance dredging;
- (f) Fund operations or routine, custodial, and janitorial maintenance of the facility;
- (g) Construct, renovate, or maintain boating infrastructure tie-up facilities for nontrailerable vessels, for example the following:
  - (1) Tie-up slips available for occupancy for more than 10 consecutive days by a single party;
  - (2) Dryland storage;
  - (3) Haul-out features; and
  - (4) Boating features for trailerable or "car-top" boats (boats less than 26 feet in length), such as launch ramps and carry-down walkways.
- (h) Develop a State program plan to construct, renovate, and maintain boating infrastructure tie-up facilities.

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*§86.21*

Once approval to submit a proposal is received, in order to obtain comparable information from each applicant, the following structure should be used to present your proposal. **You must send one original and three (3) copies of your proposal.** Proposals should be compiled and complete, prior to submission. Please note that clarity, spelling and grammar are taken into account in the proposal review process.

**Cover Sheet**

**Table of Contents**

**Introduction**-this section should provide general information of interest as well as indicate where your facility is located (this should include accessible waterways, nearby metropolitan areas, historical landmarks, etc.), names of directly accessible channels (this should include water depths, route used by vessels to your facility, etc.), public accessibility, fee structure, and seasons/hours of operation.

**Proposal Summary**

- A. Brief description of the overall project—Is the project designed to last at least 20 years, is there a pumpout station, what is the total number of DESIGNATED slips for transient use? Remember, designated slips are for the use of transient vessel traffic only.
- B. Monetary request
- C. National Boating Infrastructure Grant Program Criteria
  - How do you intend to: (Use ***each*** item as a ***heading*** and answer fully)
  - 1. Plan to construct, renovate and maintain tie-up facilities for transient nontrailerable recreational vessels.
  - 2. Provide for public/private and public/public partnership efforts to develop, renovate, and maintain tie-up facilities.
  - 3. Use innovative techniques to increase the availability of tie-up facilities for transient nontrailerable recreational vessels.
  - 4. Include private, local, or other State funds in addition to the non-Federal match.
  - 5. Cost efficiency. Proposals are cost efficient when the tie-up facility or site’s features add a high value compared with the funds from the proposal.
  - 6. Provide a significant link to prominent destination way points such as those near metropolitan population centers, cultural or natural areas, or provide safe harbors from storms.
  - 7. Provide access to recreational, historic, cultural, natural, or scenic opportunities of national, regional, or local significance.
  - 8. Provide significant positive economic impacts to a community.
  - 9. Include multi-State efforts that result in coordinating location of tie-up facilities.

**Statement of Need**—describe why you need this particular project in this region.

**Objectives**—*State the goal* (i.e., Construction of 20 transient slips at the XYZ marina to increase transient nontrailerable recreational vessel traffic in Marinatown, NJ by 25% over the next 5 years), *then list the actual objectives of that goal* (i.e., install three (3) docks on the east side of Marinatown, NJ located on the QRS channel, install waterfront amenities such as payphones, dockside electric and dockside water, install a pumpout facility on the north end of XYZ Marina, train marina personnel on proper

use of pumpout station). The most important questions you want to ask yourself are “What do I want to achieve?” and “How am I going to meet that goal?”.

**Expected Results/Benefits**—outline what benefits your project will have on the facility and the community (i.e., environmentally sound practices, public accessibility, community access, etc.). Describe how your project will provide a significant link to prominent destinations such as nearby major metropolitan areas, cultural or natural attractions, or safe harbors. Or, does your proposed project offer direct access to recreational, historic, cultural, natural or scenic attractions? Make sure that you list the attractions and provide a detailed explanation of the safe harbor location.

Also include any positive economic impacts this project will have in the community. (**NOTE:** What makes your proposal creative, cost effective and unique?)

**Approach**—describe your approach to obtaining necessary permits for construction/renovation and describe conceptual design plans.

**Estimated Costs**—be as specific as you can in this section. Outline costs for construction/renovation, supplies, etc.

This is the section where it will be necessary to pro-rate if the facility will be used by boaters other than those with transient nontrailerable recreational vessels (i.e., restrooms, etc.). This can be achieved several ways, but the easiest way to do so is ask yourself these two questions:

1. What is the percentage of transient nontrailerable recreational vessel slips to those of non-transient vessels? (i.e., The facility has 110 slips, of which 20 are DESIGNATED for transient nontrailerable recreational vessels.) ***OR***
2. What is the percentage of usage of the facility by transient nontrailerable recreational vessels? (i.e., The facility has a pumpout/fueling station that produced an income of \$4,500 last year. Of that, \$1,500 was generated by transient nontrailerable recreational vessel traffic.)

Please feel free to call the Office of Maritime Resources in order to assist you with the pro-rating process.

This section must include the 25% match being provided by the subscriber. The Federal/Local Cost Share is 75%/25%. Identification of the source of funds is necessary.

Also, please indicate your estimated program income. **REMEMBER, when applying for a Federal grant, funds obtained through equitable fees must be used for operation and maintenance costs for the 20 year life of the program—the project obtained through Federal grant funds can NOT be used for making a profit. (For further information on this issue, please refer to 43 CFR Part 12).**

#### **Appendices**

- A. Clear photos of the proposed project.
- B. USGS map of the surrounding area.
- C. Conceptual drawings or engineering plans.

# Review

Have you answered the following questions in your proposal?

1. Do you plan to construct, renovate, and maintain tie up facilities for transient (less than a 10 day visit) nontrailerable (greater than 26 feet in length) recreational vessels?
2. Have you outlined your proposal in detail?
3. Is your facility on navigable waters? Have you identified access channels and any other near-by bodies of water?
4. Is your facility accessible to both the boating and the general public?
5. Do you charge reasonable fees?
6. Seasons/hours of operation?
7. Is the construction or renovations that you wish to perform designed to last at least 20 years?
8. Is your facility in water greater than or equal to 6 feet of depth at the lowest tide?
9. Does your facility provide security, safety, or service?
10. Is there a pumpout station within 2 miles of your planned facilities?
11. Have you indicated the number of DESIGNATED (ONLY used for transient non-trailerable recreational vessels) slips?
12. Is your project providing for public/private partnerships, involving entities other than the US Fish and Wildlife Service and the lead State agency?
13. Do you intend to use innovative techniques to increase the availability of tie ups or use creative approaches that improve the overall project?
14. Are you planning to include private, local or other State funds in addition to the non-Federal match?
15. Is your project cost efficient?
16. Does your proposed project provide a significant link to prominent destinations, such as those near major metropolitan areas, cultural or natural attractions, or safe harbors from storms?
17. Does your proposed project provide access to recreational, historic, cultural, natural or scenic attractions?
18. Does your project provide significant positive economic impacts to a community?
19. Are you planning to coordinate your project with another State or Commonwealth?

The USFWS has several compliance documents that must be completed prior to receiving grant funds. For a facilities construction grant, the following information may be requested from the sub-grantee:

**Historic Preservation/NJHPO Section 106 Review**

Contact Information:

Ms. Dorothy Guzzo  
Deputy State Historic Preservation Officer  
New Jersey Department of Environmental Protection  
Division of Parks and Forestry  
Historic Preservation Office  
PO Box 404  
Trenton, New Jersey 08625-0404  
(609) 984-0176  
(609) 984-0578  
ATTN: Deborah Fimbel  
Principal Historic Preservation Specialist

**Endangered Species Section 7 Review**

Contact Information:

Mr. John Staples  
Assistant Field Supervisor  
US Fish and Wildlife Service  
927 North Main Street  
Building D  
Pleasantville, NJ 08232  
(609) 646-9310

**American with Disabilities Act (ADA) Handicap Access Review**

Contact Information:

New Jersey State Department of the Treasury  
General Services Administration  
Office of Disabilities Management (GSA/ODM)  
David M. Millstein  
CN 039  
Trenton, NJ 08625  
(609) 292-7299 [Voice]  
(609) 292-6525 [TDD] Telecommunication Device for the Deaf]  
(609) 984-8495 [FAX]

**US Army Corps of Engineers Permits**

Contact Information:

U.S. Army Corps of Engineers, New York District  
Attention: CENAN-OP-R  
26 Federal Plaza  
New York, NY 10278-0090  
Phone: 917-790-8510  
FAX: 212-264-4260  
U.S. Army Corps of Engineers, Philadelphia District  
Attention: CENAP-OP-R  
100 Penn Square East  
2nd and Chestnut Street  
Philadelphia, PA 19107-3390  
Phone: 215-656-6725  
FAX: 215-656-6724

**Coastal Zone Management  
Wetland/Floodplain Issues  
Coastal Barriers**

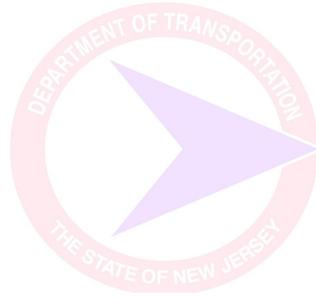
Contact Information:

Mr. Robert Cubberley  
Supervisor, Jurisdictional Determination  
Bureau of Coastal Regulation  
Land Use Program  
NJ Department of Environmental Protection  
501 East State Street, 2<sup>nd</sup> Floor  
PO Box 439  
Trenton, New Jersey 08625-0439  
(609) 633-2289

**Environmental Justice Review**

Contact Information:

New Jersey Department of Environmental Protection  
Office of Equal Opportunity, Contract Assistance  
and Environmental Equity  
P.O. Box 402  
506-508 East State Street  
Trenton, New Jersey 08625-0402  
Phone: (609) 984-9742  
Fax: (609) 984-9789



## **New Jersey Department of Transportation**

**Office of Maritime Resources  
1035 Parkway Avenue  
Main Office Building, 3rd Floor  
PO Box 837  
Trenton, New Jersey 08625 — 0837**

### **National Boating Infrastructure Grant Program**

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**Website: [http://www.state.nj.us/transportation/maritime/marine\\_trades.shtm](http://www.state.nj.us/transportation/maritime/marine_trades.shtm)**